



File Number: _____

Talbot County Board of Appeals
215 Bay Street, Suite 2
Easton, Maryland 21601
410-770-8040

Public Information Act Request

In accordance with §10-611 of the Annotated Code of Maryland, State Government Article; I hereby request access to inspect a public record under the custody of the Talbot County Office of Planning and Permits.

Date of Request: _____

Requestor's Name: _____
(Print Name)

Street address: _____

Mailing address (if different): _____

Telephone Number: _____ Cell Number: _____

Brief, but specific, description of the public records sought: _____

I, hereby agree to pay all costs required by this request, including but not limited to: all copying fees, either by staff or a professional copy service, tapes, transcript fees, postage, preparation fee, etc.

I understand the official custodian has up to 30 days in which to supply the requested information. If any request or any part of the request is denied, the custodian shall provide me with a written statement within 10 working days.

Requestor's Signature

Date

Based on a preliminary staff review, the following documents have been determined to be exempt from disclosure under the Public Information Act:

Date	Author	Addressee(s)	No. of Pages

You are entitled to a review of this determination by the Talbot County Office of Law. Please indicate below whether you wish to have this determination reviewed:

I am requesting that the determination be reviewed by the Talbot County Office of Law.

Requestor's Signature

Date

I am satisfied with the disclosure provided and do not request review by the Talbot County Office of Law

Requestor's Signature

Date